

**SHADE TREE REGULAR MEETING MINUTES**  
**September 10, 2012**

Meeting Called to Order: 7:00 p.m.

Members in Attendance: K. Halpin, S. Marr, G. Pohorely  
Absent: L. Ferguson

**MINUTES:**

**Regular Meeting**

The Washington Borough Shade Tree Commission Meeting was called to order and the "Open Public Meetings Act" read into the Record. The meeting was duly advertised and posted on the Bulletin Board for Monday, September 10, 2012. A Motion was made by K. Halpin and seconded by S. Marr that the minutes be approved for the meeting of July 9, 2012.

Ayes: 2, Nays: 0 Abstain: 1  
Motion Pending on Absentee Member

**COMMUNICATIONS:**

1. New Jersey Forest Service notification that the Community Forestry Management Plan is due to expire December 31, 2013. K. Halpin reviewed the purpose of the CFMP with S. Marr and G. Pohorely. One of the goals in the current plan is to update the Shade Tree Ordinance, which was completed this year. L. Ferguson will be asked to apply for the Green Communities Grant. These funds will enable the Commission to hire a professional to assist with the writing of the next five-year management plan.

**OLD BUSINESS:**

1. Replacement of (2) Koelreuteria paniculata in the downtown business district-The Plant Farm has completed the planting of the two trees in the downtown business district. The invoice was approved at the September 4<sup>th</sup> Council Meeting.
2. Bartlett Tree Experts- K. Halpin was going to inquire about possible shared expenses with the BID for the soil management application in the trees downtown. However this application can be deferred to next year. No action will be taken at this time.
3. Sidewalk damage along Carlton Avenue- K. Halpin met with Borough Manager, Kristine Blanchard to discuss the damaged sidewalks on Carlton Avenue. Prior to the meeting, K. Halpin visited the area with J. Summitt, former Shade Tree Chairman and certified tree expert. Their suggestion was to lift the damaged sidewalk and cut the roots that are elevating the cement. There is no guarantee that the trees will survive but it will improve the condition of the sidewalk for pedestrians. The DPW would be able to do this with the presence of the Shade Tree Commission.

4. Andy-Matt, Inc.- Removals of 4 trees and 12 stumps are completed. The following areas were effected:

338 North Prospect St. - Tree & Stump Removal  
104 North Prospect St.- Tree & Stump Removal  
137 Belvidere Ave. - Tree & Stump Removal  
Rt. 31 South & Lower Park Rd. – 2 Tree Removals

Stump Removals:

108 Harding Drive  
110 Harding Drive (2)  
10 Alleger Street  
12 Alleger Street  
38 Broad Street  
42 Broad Street  
8 Lambert Street  
12 Lambert Street

5. Shade Tree Ordinance - Washington Borough Council adopted the updated Shade Tree Ordinance at the September 4<sup>th</sup> Council Meeting.
6. 259 Carlton Ave.- Homeowners (William & Jan Henderson) reported that their Sycamore tree is dying and are willing to remove it at their own expense. K. Halpin and tree expert, J. Summitt visited the location and determined that the Sycamore is a healthy tree. A letter will be sent to Mr. & Mrs. Henderson stating that the tree should not be removed.
7. Trim & Removal Lists – Shade Tree Commissioners assessed their assigned sections of the Borough. K. Halpin noted that it was also time to have the trees in the Washington Meadows development elevated. The compiled list will be prioritized at the October 8<sup>th</sup> meeting. The remaining funds in this year’s budget will determine the extent of maintenance that can be accomplished.

**NEW BUSINESS:**

1. 132 Sunrise Terrace - Homeowner (Antonio Asis) reported that his Norway Maple had fallen branches and required trimming. S. Marr visited the location and determined that the tree was declining. It will be added to the 2012 Maintenance List as a removal.
2. 196 Broad Street - Homeowner (Roger Provencal) attended the meeting to discuss his concerns about the dying Norway Maple in front of his home. G. Pohorely had visited the location and confirmed that the Maple is a hazard and should be removed. Mr. Provencal suggested placing a warning sign prior to the removal of the tree. K. Halpin commented that the town was open to a greater liability if a sign was posted. In the meantime, Mr. Provencal requested a letter from the Commission stating that he was not responsible for any damage from the potentially hazardous tree. The Commission agreed to place this location as a priority on the 2012 Maintenance List and acquire vendor quotes before the October meeting. A letter will be sent to the homeowner stating that the Maple is a town tree and the responsibility of the Borough. Before leaving the meeting, Mr. Provencal requested to keep the wood for his fireplace when the tree is scheduled for removal. He also noted that the Maple provided many enjoyable years of shade to his home.

3. 252 West Warren Street - Homeowner (Arnold Haight) reported a dying Norway Maple in the r.o.w. area. K. Halpin visited the area and confirmed that the Maple is declining. It will be added to the Maintenance List as a removal. A letter will be sent to the owner stating this fact.
4. 18 Prosper Way - Homeowner (Aaron Calland) requests his Red Maple be trimmed. S. Marr will go back to the location to determine the condition of the tree. The results will be discussed at the October 8<sup>th</sup> meeting.
5. 2013 Budget Worksheets - Borough Manager, Kristine Blanchard required 2013 budgetary requests be submitted by September 24<sup>th</sup>. The Commission requested the same amount that was budgeted for 2012 (\$13,500.00). The completed worksheet was submitted to the manager on September 13<sup>th</sup>.
6. Quercus Alba White Oak - The Arbor Day tree that was planted at Memorial School on April 19<sup>th</sup> has died. K. Halpin contacted Jeff at Three Brothers Nursery about replacing the White Oak. The nursery suggested replacing it with a Swamp White Oak. G. Pohorely was hesitant about this species being planted at the school. Gary will contact Jeff at Three Brothers Nursery to discuss a suitable species at the school's location.
7. 55 West Church Street - A dead tree was reported to the DPW. K. Halpin visited the location and determined that it is not a town tree. The dead tree is situated between the street and the curb. Kathy will discuss the situation with the manager regarding any liability to the town.
8. 244 West Warren Street - Homeowner (Deborah Smolar) reported a sawdust substance at the base of a right-of-way Norway Maple. K. Halpin confirmed that the tree is infested and should be added to the Maintenance List as a removal. A letter will be sent to the owners stating that fact.
9. 257 West Warren Street - Homeowner (Thomas Murphy) reported a dying Norway Maple. K. Halpin evaluated the tree and suggested that the Maple be put on the Maintenance List for trimming but have a tree service assess it for possible removal. A letter will be sent to the owners stating that fact.
10. NJ Shade Tree Federation Annual Conference - The annual conference will be held on October 26 and 27 in Cherry Hill. K. Halpin and L. Ferguson will attend the basic sessions receiving eight CEU credits for maintaining Approved Status in our municipality. S. Marr & G. Pohorely will attend the CORE training sessions. A purchase order for \$400.00 will be generated for the registration.
11. Recreation Commission Request - Chairman Victor Cioni requests tree trimming at the Borough Park. K. Halpin will arrange a meeting at the park with Mr. Cioni to determine which areas need to be maintained.

**ADJOURNMENT:**

Hearing no further business before the Commission, it was moved by K. Halpin and seconded by S. Marr that the meeting be adjourned at 8:30 p.m.

Ayes: 3, Nays: 0  
Motion Carried

Respectfully submitted,

Susan Fleming